



Foothill Transit

# Governing Board Meeting AGENDA

## SPECIAL GOVERNING BOARD MEETING

6:00 PM, October 9, 2014

Foothill Transit Administrative Office

2<sup>nd</sup> Floor Board Room

100 South Vincent Avenue

West Covina, CA 91790

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PUBLIC COMMENT
5. [BOARD STIPEND POLICY REVISIONS](#)

*Recommended Action: Revise the Foothill Transit Executive Board and Governing Board Members Stipend Policy as follows: 1. Increase the stipend for the Executive Board and Governing Board annually based on the United States Department of Labor Consumer Price Index (CPI) for the Los Angeles Area and rounded to the nearest dollar, effective July 1, 2015; and 2. Increase the Executive Board maximum number of meetings per month eligible for a stipend from four to six effective July 1, 2015; and 3. Increase the stipend for Executive and Governing Board Alternates when representing Foothill Transit business annually based on CPI for the Los Angeles area and rounded to the nearest dollar effective July 1, 2015.*

6. [CONTINUATION OF LINE 495](#)

*Recommended Action: Continue the operation of Line 495 as part of Foothill Transit's ongoing services.*

7. PRESENTATIONS:

### 7.1. 25<sup>th</sup> Anniversary Historical Reflections

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Public Comment: Members of the public shall have the right to address the Board on any item of interest which is within the jurisdiction of the Board before or during the Board's consideration of the item. Presentation shall not exceed three minutes in length. Action may be taken on any item identified on the agenda. Persons wishing to comment should submit a "Request to Speak" form to the Secretary. Note: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA.

The public may view and obtain all written information supporting this agenda provided to the board both initially and supplementary prior to the meeting by calling (626) 967-3147 extension 7204 or at the agency's offices located at 100 S. Vincent Ave., Suite 200, West Covina, CA 91790. Documents, including PowerPoint handouts, distributed to Board Members by staff or Board Members at the meeting will simultaneously be made available to the public upon request.



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2<sup>nd</sup> Floor Board Room, 100 South Vincent Avenue, West Covina, CA 91790

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8. EXECUTIVE DIRECTOR COMMENT
9. GOVERNING BOARD MEMBER COMMENT
10. ADJOURNMENT

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In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Executive Director's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

If you require translation services, please contact the Executive Director's office at (626) 931-7300 extension 7204, at least 48 hours prior to the meeting.

Si necesita servicios de traducción, por favor póngase en contacto con la oficina del Director Ejecutivo en el (626) 931-7300, extensión 7204, al menos 48 horas antes de la reunión.

如果需要翻译服务, 请至少于会议前48小时致电高级主任办公室: (626) 931-7300 分机 7204。

Nếu Quý vị có yêu cầu dịch vụ dịch thuật, xin vui lòng liên hệ với văn phòng Giám đốc Điều hành tại (626) 931-7300 số lẻ 7204, ít nhất 48 giờ trước khi cuộc họp.

Kung nangangailangan ka ng mga serbisyo sa pagsasalin, pakisuyong makipag-ugnayan sa opisina ng Executive Director sa (626) 931-7300 extension 7204, ng hindi bababa sa 48 oras bago ang pulong.

번역 서비스가 필요하시면 미팅 최소 48시간 이전에 임원 사무실로 (626-931-7300, 내선 번호 7204) 전화주시기 바랍니다.

翻訳サービスが必要な方は、会議の48時間前までに(626) 931-7300 内線 7204のエグゼクティブディレクター事務所にご連絡ください。

إن كنت بحاجة إلى خدمات ترجمة، برجاء الاتصال بالمدير التنفيذي للمكتب على رقم (626) 931-7300 (الرقم الداخلي 7204) قبل الاجتماع بـ 48 ساعة على الأقل.

Եթե Ձեզ թարգմանչական ծառայությունների են հարկավոր, հանդիպումից առնվազն 48 ժամ առաջ խնդրում ենք զանգահարել Գործադիր տնօրենի գրասենյակ՝ (626) 931-7300 լրացուցիչ՝ 7204 հեռախոսահամարով:

ប្រសិនបើលោកអ្នកស្នើសុំសេវាកម្មបកប្រែភាសា សូមទាក់ទងមកកាវិយាល័យនាយកប្រតិបត្តិ តាមលេខទូរស័ព្ទ៖ (626) 931-7300 លេខបន្តបន្ត 7204 ដែលមានរយៈពេលយ៉ាងតិច 48 ម៉ោង មុនពេលកិច្ចប្រជុំ។

در صورت نیاز به خدمات ترجمه، لطفاً حداقل 48 ساعت قبل از جلسه ملاقات با مدیر اجرایی دفتر به شماره (626) 931-7300 داخلی 7204 تماس حاصل فرمایید.

หากคุณต้องการบริการการแปลภาษา กรุณาติดต่อสำนักงานผู้อำนวยการบริหารที่ (626) 931-7300 ต่อ 7204, อย่างน้อย 48 ชั่วโมงก่อนที่จะมีการประชุม



October 9, 2014

To: Governing Board

Subject: **Board Stipend Policy Revisions**

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### **Recommendation**

Revise the Foothill Transit Executive Board and Governing Board Members Stipend Policy as follows:

1. Increase the stipend for the Executive Board and Governing Board annually based on the United States Department of Labor Consumer Price Index (CPI) for the Los Angeles Area and rounded to the nearest dollar; effective July 1, 2015; and
2. Increase the Executive Board maximum number of meetings per month eligible for a stipend from four to six effective July 1, 2015; and
3. Increase the stipend for Executive and Governing Board Alternates when representing Foothill Transit business annually based on CPI for the Los Angeles area and rounded to the nearest dollar effective July 1, 2015.

### **Analysis**

The Stipend Policy for Foothill Transit Executive Board and Governing Board Members states that the Governing Board is given the power to define stipend amounts for both the Executive Board and itself.

At its inaugural meeting in 1988, the Foothill Transit Zone approved stipends for Executive Board members at \$100 per meeting, limited to two meetings per month.

As Foothill Transit grew, Executive Board members spent a significant amount of time devoted to the business interests of Foothill Transit and its responsibilities. These responsibilities often competed or interfered with members' job duties and/or other commitments. In light of this, the Governing Board approved a motion on May 1, 1996 that allowed Executive Board members to receive stipends for "\$100 per meeting when representing the business interests of Foothill Transit, not to exceed four meetings per month and excluding ceremonial appearances."

On May 10, 2000, the Governing Board took action to allow Governing Board members to receive a stipend of \$100 per meeting when representing the business interests of Foothill Transit, not to exceed six meetings per year and excluding ceremonial appearances.



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Board Stipend Policy Revisions  
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This policy has served Foothill Transit and its Board members well since the organization's formation, but has not been adjusted since these major dates. At their May 2014 annual meeting, the Governing Board discussed at length a recommendation by the Executive Board to increase the stipend for both the Executive Board and Governing Board members and their alternates to \$150 per meeting and adjusted by CPI annually thereafter effective July 1, 2015. The Governing Board decided to oppose that recommendation and asked staff to return later in the year with a modified proposal.

Based on simple economics, it is recommended the stipend be subject to annual increases based on the rate of inflation and adjusted to the nearest dollar. Since July 1988 the inflation rate for the Los Angeles area has fluctuated between a high of 5.7 percent and a low of minus 2.6 percent averaging 2.8 percent per year. This would amount to an average annual stipend increase of approximately \$3. Also, there are months where the business of the agency requires the Executive Board to meet more than four times. It is therefore recommended that the cap on meetings subject to the stipend be increased to six per month. The proposed revised policy is attached.

**Budget Impact**

If approved, the increased rates will become effective in FY 2015-2016. The stipend increase will be included in Foothill Transit's FY 2015/2016 and future budgets.

Sincerely,

A handwritten signature in blue ink, appearing to read "David Reyno".

David Reyno  
Director of Government Relations

A handwritten signature in blue ink, appearing to read "Doran S. Barnes".  
Doran S. Barnes  
Executive Director

Attachment

# Foothill Transit Executive Board and Governing Board Members Stipend Policy

~~Adopted May 10, 2000~~

Adopted October 9, 2014

The Governing Board is given the power to define stipend amounts for both the Executive Board and itself.

## Executive Board Stipend Policy

~~The Governing Board approved a motion on May 1, 1996 that allowed **Executive Board members** to receive stipends for “\$100 per meeting when representing the business interests of Foothill Transit, **not to exceed four meetings per month** and excluding ceremonial appearances.”~~

**Executive Board members** shall receive a stipend of \$100 plus United States Department of Labor Bureau of Labor Statistics Los Angeles Area Consumer Price Index (CPI) per meeting when representing the business interests of Foothill Transit, **not to exceed ~~four meetings~~ six meetings per month** and excluding ceremonial appearances effective July 1, 2015 and increased annually thereafter based on CPI to the nearest dollar.

~~At the May 10, 2000 Governing Board meeting, the Board clarified that the “business interests of Foothill Transit” shall include:~~

Business interests of Foothill Transit shall include

- Attendance at Executive Board ~~or cluster~~ meetings
- Attendance at Executive Board briefings
- Participation at relevant transit conferences
- Participation in transit “fact finding” trips
- Participation in legislative/public affairs activities

Further, **Executive Board alternates** who attend meetings in place of an Executive Board member are eligible for a stipend ~~\$100~~ equal to that of the Executive Board member based on the above stated formula per meeting not to exceed six meetings per month.

## Governing Board Stipend Policy

~~Also at the May 10, 2000 meeting, the Board approved the following policy:~~

**Governing Board members** shall receive a stipend of \$100 plus United States Department of Labor Bureau of Labor Statistics Consumer Price Index (CPI) for the Los Angeles Area per meeting when representing the business interests of Foothill Transit, **not to exceed six meetings annually** and excluding ceremonial appearances effective July 1, 2015 and increased annually thereafter based on CPI to the nearest dollar. Governing Board members will not receive stipends for attendance at Executive Board meetings where they are not



serving as an Executive Board alternate. In addition, a member of the Governing Board may not receive a stipend as both a Governing Board and Executive Board member for the same meeting.

The business interests of Foothill Transit for Governing Board members shall include:

- Attendance at Governing Board meetings ~~and hearings~~
- ~~Attendance at cluster breakfasts or other cluster activities~~

**Governing Board alternates** who attend meetings in place of a Governing Board member are eligible for a stipend equal to that of the Executive Board member based on the above stated formula per meeting not to exceed six meetings per year.



October 9, 2014

To: Governing Board

Subject: **Continuation of Line 495**

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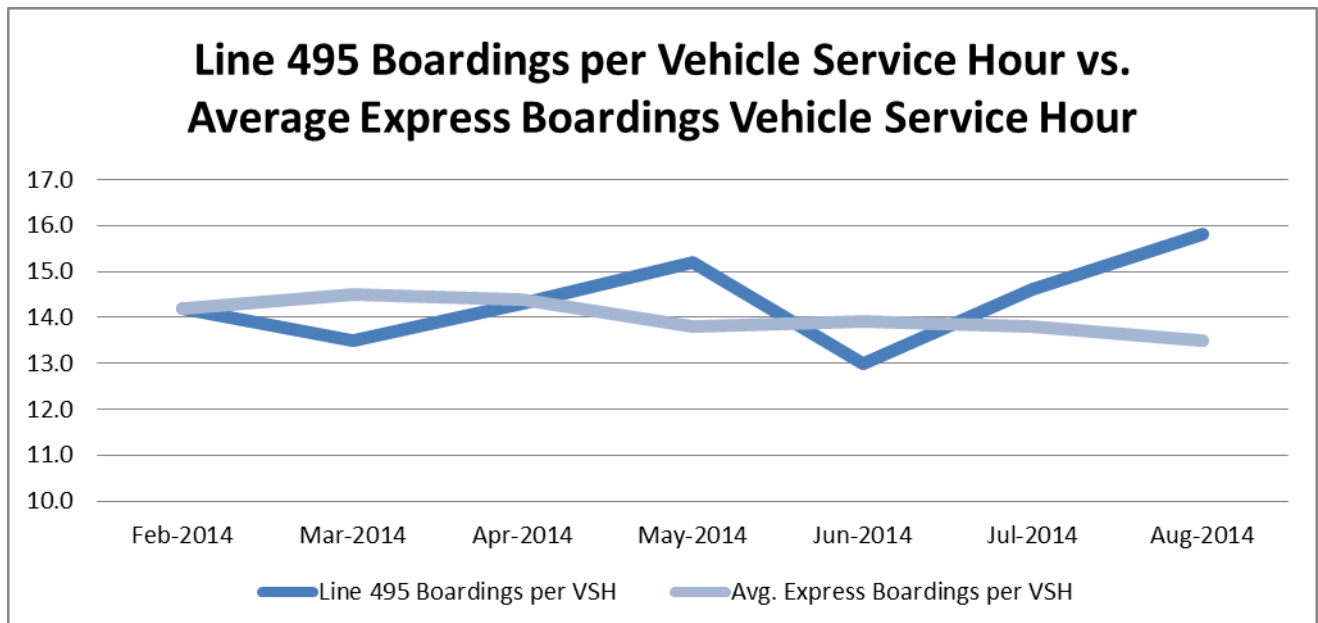
### Recommendation

Continue the operation of Line 495 as part of Foothill Transit's ongoing services.

### Analysis

Foothill Transit opened the Industry Park & Ride on October 7, 2013. Line 495, providing direct service between the Industry Park & Ride and downtown Los Angeles was introduced as a pilot program in an effort to increase customer convenience and enhance ridership from the Park & Ride. Trip schedules on the line were coordinated with existing Metrolink trips to give area commuters additional transit options into downtown Los Angeles.

Since the launch of the pilot service on February 3, 2014 ridership has grown steadily and boardings per vehicle service hour (VSH) compare favorably with other established commuter express lines as shown in the graph below.



In order to solicit customer and community feedback regarding the continuation of this line a public outreach campaign was launched to obtain customer feedback about the line via email and social media, and a public hearing was held at the Industry Park & Ride on August 13, 2014 at 6:00PM.



Foothill Transit received 41 emails regarding Line 495, all in favor in making the line permanent. Twenty five customers attended the public hearing and all in attendance voiced an opinion in favor of the line. The most frequently suggested improvement by customers should the line become permanent is changing the frequency from every 30 minutes to either every 20 or 15 minutes and the addition of trips to better meet their work schedules.

Ten customers requested routing changes. Specifically, we received requests for non-stop service from the Chino Hills Park and Ride, the Puente Hills Mall and City of Industry City Hall. These requests will be evaluated as part of our ongoing service planning process.

A summary of the customer comments by category and how the comment was submitted is shown below. Some customers had multiple comments pertaining to the line. Copies of the public hearing transcripts are available upon request.

Comment Category	Email	Public Meeting	1-800 Number	Letter	Grand Total
Scheduling	32	8	2	2	44
Routing	3	4	1	2	10
Driver Training	3	5			8
Bus Assignment	2	2			4
Facilities	1	3			4
Location	2	1			3
Maintenance	1	2			3
Customer Communications	1	1			2
Compliment	1	1			2
Transit Option	1				1
Fares	1				1
<b>Grand Total</b>	<b>48</b>	<b>27</b>	<b>3</b>	<b>4</b>	<b>82</b>

Based on the growing passenger base and the strong support for the line, it is recommended that Foothill Transit continue Line 495 and make it permanent. The Executive Board reviewed this recommendation at their September 26, 2014 meeting. The Executive Board took action recommending the Governing Board approve the continued operation of Line 495.

If Line 495 is approved for continued operation, a minor service adjustment will be implemented. This will allow for a 20-minute frequency during the 6:00 AM and 7:00 AM hours and the 4:00 AM and 5:00 AM hours. These changes will address our customers' requests for "more frequent buses" during the peak ridership hours. As with the existing





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Continuation of Line 495

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lines, ridership and trip run times for Line 495 will be closely monitored and adjusted as needed during the semi-annual Foothill Transit schedule change.

**Budget Impact**

The projected cost to operate the Line 495 through FY 2014/15 with the two additional trips is \$750,863.22. Sufficient funding is available in Foothill Transit's adopted FY 2014/15 operating budget.

Sincerely,

A blue ink signature of Joseph Raquel, consisting of a stylized 'J' and 'R' followed by a horizontal line.

Joseph Raquel  
Director of Planning

A blue ink signature of Doran J. Barnes, featuring a large, stylized 'D' and 'B' with a horizontal line.

Doran J. Barnes  
Executive Director

Attachment